

**CITY OF SOUTH BEND, INDIANA  
CONTRACTOR'S BID FOR PUBLIC WORK**

**Project Name** Drewry's Brewery Cleanup, Phase III

**Project No.** 119-031E

**For Bids Due** December 9, 2025

**PART I**

(Must be completed for all bids. Please type or print)

**Date:** 12/09/2025 **Bidder (Firm):** Ritschard Bros., Inc.

**Address:** 1204 W. Sample Street

**City/State/Zip:** South Bend, IN 46619 **Telephone Number:** ( 574 ) 288-4777

**Agent of Bidder (if Applicable):** \_\_\_\_\_

Pursuant to notices given, the undersigned offers to furnish labor and/or material necessary to complete the public works project of:

**Drewry's Brewery Cleanup, Phase III**

the City of South Bend, Indiana, in accordance with plans and specifications prepared by:

DLZ Indiana, LLC

and dated November 14, 2025 for the sum of (enter the Total Bid as shown on the Proposal)

Four Hundred Nineteen Thousand Two Hundred Thirty-five Dollars (\$ 419,235.00 )  
(Enter sum of Total Base Bid plus Alternates shown on Proposal) (Numerical)

The undersigned further agrees to furnish a bond or certified check with this bid for an amount specified in the notice of the letting. If alternative bids apply, the undersigned submits a proposal for each in accordance with the notice. Any addendums attached will be specifically referenced at the applicable page. If additional units of material included in the contract are needed, the cost of units must be the same as that shown in the original contract if accepted by the City of South Bend. If the bid is to be awarded on a unit basis, the itemization of the units shall be shown on a separate attachment.

By \_\_\_\_\_

(Signature)

Donald Ritschard, Jr., Vice President

(Printed Name of Person Signing)

**ACCEPTANCE**

The above bid is accepted this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Subject to the following conditions: \_\_\_\_\_

**BOARD OF PUBLIC WORKS**

\_\_\_\_\_  
Elizabeth A. Maradiak, President

\_\_\_\_\_  
Joseph R. Molnar, Vice President

\_\_\_\_\_  
Gary A. Gilot, Member

\_\_\_\_\_  
Breana N. Micou, Member

\_\_\_\_\_  
Murray L. Miller, Member

\_\_\_\_\_  
Attest: Hillary R. Horvath, Clerk



**BID/PROPOSAL  
CITY OF SOUTH BEND**

**Project Name** Drewry's Brewery Cleanup, Phase III

**Project No.** 119-031E

**For Bids Due** December 9, 2025

**Contractor Name:** Ritschard Bros., Inc.

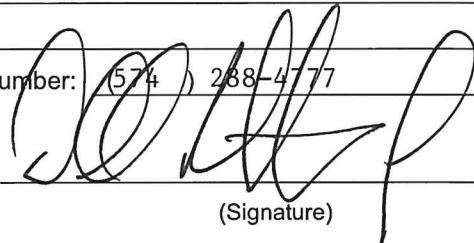
BASE BID					
No	Description	Quant.	Unit	Unit Price	Extension
1	DEMOLITION	1.00	LS	321,985.00	321,985.00
2	MOBILIZATION AND DEMOBILIZATION	1.00	LS	5,000.00	5,000.00
3	NON-HAZARDOUS CONTAMINATED SOILS ALLOWANCE	100	TONS	112.50	11,250.00
4	FLOWABLE FILL ALLOWANCE	100	CYS	310.00	31,000.00
5	CONSTRUCTION CONTINGENCY ALLOWANCE	1.00	LS	\$50,000	\$50,000
				<b>Base Bid Total</b>	<b>\$ 419,235.00</b>

**Bidder (Firm):** Ritschard Bros., Inc.

**Address:** 1204 W. Sample Street

**City/State/Zip:** South Bend, IN 46619 **Telephone Number:** (574) 288-4777

By



(Signature)

Donald Ritschard, Jr., Vice President

(Printed Name of Person Signing)



**CITY OF SOUTH BEND, INDIANA**  
**CONTRACTOR'S BID FOR PUBLIC WORK**  
**CHECKLIST FOR BIDDERS**

**Project Name** Drewry's Brewery Cleanup, Phase III

**Project No.** 119-031E

**For Bids Due** December 9, 2025

From time to time the South Bend Board of Public Works finds it necessary to reject a bid because it does not comply with statutory requirements. In preparing your bid, please use the following checklist in order to make sure that your bid is done in the proper manner.

- X   Proper bid security included. The bidder has the option of providing either a Certified Check or Bid Bond.
- X   Bid prepared on the City of South Bend Contractor's Bid for Public Work Form, completely executed.
- X   Contractor's Non-Collusion and Non-Debarment Affidavit, Certification Regarding Investments with Iran, Employment Eligibility Verification, Non-Discrimination Commitment, and Certification of use of United States Steel Products or Foundry Products.
- X   Proof of M/WBE Utilization Plans [MBE-1.0 and WBE-1.0]. Also provide Evidence of Good Faith Efforts Forms [MBE-2.0 and WBE-2.0] and M/WBE Contacted Forms [MBE-2.1 and WBE-2.1].
- X   Acknowledge Receipt of   2   Addendum(s) included with the bid.
- X   All required additional information is included with the bid.
- X   Proposal statements and other affidavits all signed by the proper party with name either printed or typed underneath signature.
- X   This checklist submitted with the Bid.

**This checklist is provided for bidder's use in assuring compliance with required documentation; however, it does not include all specifications requirements and does not relieve the bidder of the need to read and comply with the specifications.**

Bidder: Ritschard Bros., Inc. Date: 12/09/2025

By Authorized Representative:

Signature:

Print Name & Title: Donald Ritschard, Jr., Vice President

## **PART II**

(For projects of \$100,000 or more – IC 36-1-12-4)

These statements to be submitted under oath by each bidder with and as part of his/her/its bid.

Attach additional pages for each section as needed.

### **SECTION I EXPERIENCE QUESTIONNAIRE**

1. Attach information regarding projects your organization has completed for the period of one (1) year prior to the date of the current bid.
2. Attach a listing of public works projects currently in process of construction by your organization.
3. Attach information regarding any failure to complete any work awarded to you and the location thereof.
4. Attach references from private firms for which you have performed work.

### **SECTION II PLAN AND EQUIPMENT QUESTIONNAIRE**

1. Attach an explanation of your plan or layout for performing proposed work. (Examples could include a narrative of when you could begin work, complete the project, number of workers, etc. and any other information which you believe would enable the City of South Bend to consider your bid.)
2. Attach a listing of the names and addresses of all subcontractors (i.e. persons or firms outside your own firm who have performed part of the work) that you have used on public works projects during the past five (5) years along with a brief description of the work done by each subcontractor.
3. If you intend to sublet any portion of the work, attach the name and address of each subcontractor, equipment to be used by the subcontractor, and whether you will require a bond. However, if you are unable to currently provide a listing, please understand a listing must be provided prior to contract approval. Until the completion of the proposed project, you are under a continuing obligation to immediately notify the City of South Bend in the event that you subsequently determine that you will use a subcontractor on the proposed project.
4. Attach a listing of equipment you have available to use for the proposed project.
5. Have you entered into contracts or received offers for all materials which substantiate the prices used in preparing your proposal? If not, attach an explanation for the rationale used which would corroborate the prices listed.

### **SECTION III CONTRACTOR'S FINANCIAL STATEMENT**

Attachment of bidder's financial statement is mandatory. Any bid submitted without said financial statement as required by statute shall thereby be rendered invalid. The financial statement provided hereunder to the City of South Bend awarding the contract must be specific enough in detail so that said City of South Bend can make a proper determination of the bidder's capability for completing the project if awarded.



*When the prospective Contractor is unable to certify to any of the statements below, it shall attach an explanation to this Affidavit.*

**CONTRACTOR'S NON-COLLUSION AND NON-DEBARMENT AFFIDAVIT, CERTIFICATION  
REGARDING INVESTMENT WITH IRAN, EMPLOYMENT ELIGIBILITY VERIFICATION, NON-  
DISCRIMINATION COMMITMENT AND CERTIFICATION OF USE OF UNITED STATES STEEL  
PRODUCTS OR FOUNDRY PRODUCTS**

(Must be completed for all quotes and bids. Please type or print)

STATE OF Indiana                    )  
  ) SS:  
St. Joseph COUNTY                )

The undersigned Contractor, being duly sworn upon his/her/its oath, affirms under the penalties of perjury that:

1. Contractor has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding. Contractor further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale; and
2. Contractor certifies by submission of this proposal that neither contractor nor any of its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency; and
3. Contractor has not, nor has any successor to, nor an affiliate of, Contractor, engaged in investment activities in Iran.
  - a. For purposes of this Certification, "Iran" means the government of Iran and any agency or instrumentality of Iran, or as otherwise defined at Ind. Code § 5-22-16.5-5, as amended from time-to-time.
  - b. As provided by Ind. Code § 5-22-16.5-8, as amended from time-to-time, a Contractor is engaged in investment activities in Iran if either:
    - i. Contractor, its successor or its affiliate, provides goods or services of twenty million dollars (\$20,000,000) or more in value in the energy sector of Iran; or
    - ii. Contractor, its successor or its affiliate, is a financial institution that extends twenty million dollars (\$20,000,000) or more in credit to another person for forty-five (45) days or more, if that person will (i) use the credit to provides goods and services in the energy sector in Iran; and (ii) at the time the financial institution extends credit, is a person identified on list published by the Indiana Department of Administration.
4. Contractor does not knowingly employ or contract with an unauthorized alien, nor retain any employee or contract with a person that the Contractor subsequently learns is an unauthorized alien. Contractor agrees that he/she/it shall enroll in and verify the work eligibility status of all of Contractor's newly hired employees through the E-Verify Program as defined by I.C. 22-5-1.7-3. Contractor's documentation of enrollment and participation in the E-Verify Program is included and attached as part of this bid/quote; and

5. Contractor shall require his/her/its subcontractors performing work under this public contract to certify that the subcontractors do not knowingly employ or contract with an unauthorized alien, nor retain any employee or contract with a person that the subcontractor subsequently learns is an unauthorized alien, and that the subcontractor has enrolled in and is participating in the E-Verify Program. The Contractor agrees to maintain this certification throughout the term of the contract with the City of South Bend, and understands that the City may terminate the contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the City.

6. Persons, firms, partnerships, corporations, associations, or joint venturers awarded a contract by the City of South Bend through its agencies, boards, or commissions shall not discriminate against any employee or applicant for employment in the performance of a City contract with respect to hire, tenure, terms, conditions, or privileges of contract or employment, or any matter directly or indirectly related to contracting or employment because of race, sex, religion, color, national origin, ancestry, gender expression, gender identity, sexual orientation, or due to age or disability that does not affect that person's ability to perform the work.

In awarding contracts for the purchase of work, labor, services, supplies, equipment, materials, or any combination of the foregoing including, but not limited to, public works contracts awarded under public bidding laws or other contracts in which public bids are not required by law, the City, its agencies, boards, or commissions will consider the Contractor's good faith efforts to obtain participation by those subcontractors certified by the State of Indiana as a Minority Business ("MBE") or as a Women's Business Enterprise ("WBE") as a factor in determining the lowest, responsible, responsive bidder.

Contractors seeking the award of a City contract cannot be required to award a subcontract to an MWBE; however, they may not unlawfully discriminate against said MBE/WBE. On goal-eligible contracts, Contractors are required to either meet both MBE and WBE utilization goals or demonstrate that the Contractor has made good faith efforts to obtain participation from MBE and WBE subcontractors. A finding of noncompliance or a discriminatory practice shall prohibit that Contractor from being awarded a City contract for a period of one (1) year from the date of such determination, and such determination may also be grounds for terminating the contract to which the discriminatory practice or noncompliance pertains.

7. The undersigned Contractor agrees that the following nondiscrimination commitment shall be made a part of any contract which it may henceforth enter into with the City of South Bend, Indiana or any of its agencies, boards or commissions.

Contractor agrees not to discriminate against or intimidate any employee or applicant for employment in the performance of this contract with privileges of employment, or any matter directly or indirectly related to employment, because of race, religion, color, sex, gender expression, gender identity, sexual orientation, handicap, national origin or ancestry. Breach of this provision may be regarded as material breach of contract.

I, the undersigned bidder or agent as contractor on a public works project, understand my statutory obligations to the use of steel products or foundry products made in the United States (I.C. 5-16-8-1). I hereby certify that I and all subcontractors employed by me for this project will use steel products or foundry products made in the United States on this project if awarded. I understand I have an affirmative duty to notify the City in my bid that my proposal does not include the use of steel products or foundry products made in the United States. I understand it is my sole obligation and responsibility to provide a justification to the City, subject to review and approval, why the cost of United States made steel or foundry products is unreasonable. Prior to award and upon submission of bid which does not use steel products or foundry products made in the United States, the City, through its director of public works, shall make a determination if the price of United States made steel or foundry is unreasonable. I understand that violations hereunder may result in forfeiture of contractual payments.

\*\*\*

I hereby affirm under the penalties of perjury that the facts and information contained in the foregoing bid for public works are true and correct.

Dated this 9th day of Dec., 2025

Ritschard Bros., Inc.  
Contractor/Bidder (Firm)

Signature of Contractor/Bidder or Its Agent

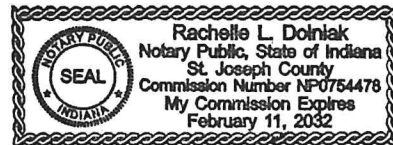
Donald Ritschard, Jr., Vice President  
Printed Name and Title

Subscribed and sworn to before me this 9th day of December, 2025.

My Commission Expires 2/11/2032

Rachelle L. Dolniak  
Notary Public

County of Residence St. Joseph





## Bid Bond

Bond No. \_\_\_\_\_

**CONTRACTOR:**

(Name, legal status and address)

Ritschard Bros., Inc.  
1204 W. Sample Street  
South Bend, IN 46619

**SURETY:** Western Surety Company: South Dakota Corporation

(Name, legal status and principal place  
of business)

151 N. Franklin Street  
17th Floor  
Chicago, IL 60606

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

(Name, legal status and address)

City of South Bend, Indiana  
Board of Public Works  
1316 County-City Building  
227 W. Jefferson Blvd  
South Bend, IN 46601

**BOND AMOUNT:** Five percent (5%) of accompanying bid

**PROJECT:**

(Name, location or address, and Project number, if any)

Drewry's Brewery Cleanup, Phase III  
City Project No. 119-031E

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 9th day of December, 2025.

(Witness)

*Andrew T. Johnson*

(Witness)

Ritschard Bros., Inc.

(Principal)

*Rachelle L. Dolniak* (Seal)  
(Title) Rachelle L. Dolniak, President

Western Surety Company

(Surety)

*Elaine K. Miller*  
(Title) Elaine K. Miller, Attorney-in-Fact



# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Thomas J Mc Govern, Elaine K Miller, Jada M Karst, Thomas J Van Dyck, Tracie M McBride, Stephanie Kowalski, Laura L Diver, Susan Becker, Andrew Hyndman, Catherine Coddington, Individually**

of Fort Wayne, IN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 14th day of October, 2024.



WESTERN SURETY COMPANY

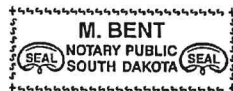
Larry Kasten, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 14th day of October, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

### CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 9th day of December, 2025.



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

### Authorizing By-Laws and Resolutions

#### ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

1316 COUNTY-CITY BUILDING  
227 W. JEFFERSON BOULEVARD  
SOUTH BEND, INDIANA 46601-1830



PHONE 574/235-9251  
FAX 574/235-9171  
TDD 574/235-5567

CITY OF SOUTH BEND, JAMES MUELLER, MAYOR  
**BOARD OF PUBLIC WORKS**

Date: December 1, 2025  
To: All Planholders  
From: Hillary Horvath, Clerk, Board of Public Works  
Subject: Addendum Number: 1  
Project Name: Drewry's Brewery Cleanup, Phase III – Remaining Foundations  
Project Number: 119-031E

## ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

Date Received: December 1, 2025

This addendum is being forwarded to you for the above referenced project.

**Please sign below and acknowledge receipt of this Addendum by including with your electronic bid submission.**

**THIS ADDENDUM MAY AFFECT YOUR BID.**

Notes:

The attached documents are hereby added to the Specifications and Contract Documents and become a part of herein.

Company: Ritschard Bros., Inc.

Authorized Signature:

*Rachelle R. Dolnick*

Date: 12/01/2025



SUITE 400 – CITY HALL  
215 S. DR. MARTIN LUTHER KING, JR. BLVD.  
SOUTH BEND, INDIANA 46601-1830



PHONE 574/ 235-9251  
FAX 574/ 235-9171  
TDD 574/ 235-5567

CITY OF SOUTH BEND, JAMES MUELLER, MAYOR  
**BOARD OF PUBLIC WORKS**

Date: December 5, 2025  
To: All Planholders  
From: Hillary Horvath, Clerk, Board of Public Works  
Subject: Addendum Number: 2  
Project Name: Drewry's Brewery Cleanup, Phase III – Remaining Foundations  
Project Number: 119-031E

## ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

Date Received: December 5, 2025

This addendum is being forwarded to you for the above referenced project.

**Please sign below and acknowledge receipt of this Addendum  
by including with your electronic bid submission.**

**THIS ADDENDUM MAY AFFECT YOUR BID.**

Notes:

The attached documents are hereby added to the Specifications and Contract Documents and become a part of herein.

Company: Ritschard Bros., Inc.

Authorized Signature: Rachelle L. Dolnisk

Date: 12/05/2025



CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN  
FORM MBE-1.0  
MBE UTILIZATION PLAN

This completed form should be supplied with Bids that pertain to City of South Bend Public Works Projects involving MBE participation. It is the bidder's sole responsibility to verify whether any listed minority-owned business meets the MBE qualifications.

\*\*\*Goals should be calculated based on the Base Bid only.\*\*\*

Project Number: 119-031E Project Name: Drewry's Brewery Cleanup, Phase III  
Bidder: Ritschard Bros., Inc. Total Bid Amount: \$419,235.00 MBE Goal: 1.3%  
Page 1 of 1

Name & Address of MBE	Primary Contact Person (Name/Telephone)	Scope of Work to be Performed (Attach scope/schedule if you need additional space)	Dollar Amount of MBE Component	Percentage of Total Bid/Proposal
1st Class Logistics 2213 St. Charles Ave. South Bend, IN 46614	Bernard Coutee 574-993-0071	Trucking	\$21,000.00	5%

Submitted by: Donald Ritschard, Jr.  
Print Name

  
Signature

12/09/2025  
Date

\*\*\*Goals should be calculated based on the Base Bid only.\*\*\*





CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN  
FORM WBE-1.0  
WBE UTILIZATION PLAN

This completed form should be supplied with Bids that pertain to City of South Bend Public Works Projects involving WBE participation. It is the bidder's sole responsibility to verify whether any listed woman-owned business meets the WBE qualifications.

\*\*\*Goals should be calculated based on the Base Bid only.\*\*\*

Project Number: 119-031E Project Name: Drewry's Brewery Cleanup, Phase III  
Bidder: Ritschard Bros., Inc. Total Bid Amount: \$419,235.00 WBE Goal: 4.7%  
Page 1 of 1

Name & Address of WBE	Primary Contact Person (Name/Telephone)	Scope of Work to be Performed (Attach scope/schedule if you need additional space)	Dollar Amount of WBE Component	Percentage of Total Bid/Proposal
Ritschard Bros., Inc. 1204 W. Sample Street South Bend, IN 46619	Rachelle Dolniak 574-288-4777	Foundation Removal and Grading	\$315,000.00	75%

Submitted by: Donald Ritschard, Jr.  
Print Name

  
Signature

12/09/2025  
Date

\*\*\*Goals should be calculated based on the Base Bid only.\*\*\*

**CITY OF SOUTH BEND**  
**MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN**



**FORM MBE-2.0**  
**EVIDENCE OF GOOD FAITH EFFORTS**

**This completed form should be included as part of the Bids documents related to City of South Bend Public Works Projects requiring Good Faith Efforts to obtain MBE participation.**

Project Number: 119-031E Date: 12/09/2025

Project Name: Drewry's Brewery Cleanup, Phase III

Bidder: Ritschard Bros., Inc.

Contact Person: Donald Ritschard, Jr. Telephone: 574-288-4777

Address: 1204 W. Sample Street

City: South Bend State: IN Zip: 46619

Email: rit1204@datacruz.com



To determine whether a bidder has demonstrated good faith efforts to reach the MBE utilization goals set forth in the City of South Bend Public Works Project Specifications, the City and its agencies, boards, or commissions, **REQUIRE ALL** of the following Good Faith Efforts as listed in the table below\*:

EVIDENCE OF GOOD FAITH EFFORTS	
<b>MBE LIST(S):</b> The bidder reviewed 1) the City of South Bend's Minority and Women Business Enterprise Inclusion Program Plan; 2) the list of certified MWBEs provided by the City; and 3) the Indiana Department of Administration list of Minority and Women Owned Businesses (both certified and non-certified) found at: <a href="http://www.in.gov/idoa/">http://www.in.gov/idoa/</a> .	
<b>GOOD FAITH EFFORTS TO OBTAIN MBE PARTICIPATION</b>	
The bidder shall initial each item below, as evidence of its good faith efforts to obtain MBE participation in the awarded contract.	
	<b>I affirm</b> that I reviewed the City of South Bend's Minority and Women Business Enterprise Inclusion Program Plan and the Indiana Department of Administration's certified list of Indiana Minority and Women Business Enterprises, found on their website ( <a href="http://www.in.gov/idoa/">http://www.in.gov/idoa/</a> ).
	<b>I affirm</b> that I have made good faith efforts to select portions of the contract work to be performed by MWBEs, including, where appropriate, breaking out contract work items into economically feasible units to facilitate MBE participation.
	<b>I affirm</b> that I have made good faith efforts to solicit through all reasonable and available means the interest of all MBEs in the scopes of work of the contract.
	<b>I affirm</b> that I attended all pre-bid meetings scheduled by the City of South Bend to inform MBEs of contracting and subcontracting opportunities.
	<b>I affirm</b> that I advertised in general circulation and/or trade association publications concerning subcontract opportunities and allowed MBEs reasonable time to respond to such advertisements.
	<b>I affirm</b> that I performed any and all necessary steps to provide written notices in a manner reasonably calculated to inform MBEs of subcontracting opportunities and allowed sufficient time for MBEs to participate effectively.
	<b>I affirm</b> that I followed up on initial solicitations with interested MBEs.
	<b>I affirm</b> that I negotiated with interested MBEs in good faith, including providing such MBEs with adequate information about the plans, specifications and other requirements of the subcontract.
	<b>I affirm</b> that I have made good faith efforts to assist interested MBEs in obtaining bonding, lines of credit, or insurance as required by the City or the bidder, where appropriate.

**CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN**



**FORM MBE-2.0  
EVIDENCE OF GOOD FAITH EFFORTS**

		I <b>affirm</b> that I have made good faith efforts to assist interested MBEs in obtaining necessary equipment, supplies, materials, or related assistances or services, where appropriate.
		I <b>affirm</b> that I did not reject any MBEs as unqualified without sound business reasons based on a thorough investigation of their capabilities.
	<b>CONTRACT RECORDS:</b> The bidder has maintained the following records for each MBE that has bid on the subcontracting opportunity: 1. Name, address, and telephone number; 2. A description of information provided by the bidder or subcontractor; and 3. A statement of whether an agreement was reached, and if not, why not, including any reasons for concluding that the MBE was unqualified to perform the job.	

**\*Proper demonstration of Good Faith Efforts requires your initials next to all of the above boxes. Any omissions shall be considered grounds for rejection of the bid by the Board of Public Works. The City of South Bend reserves the right to request additional information.**

**CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN**



**FORM WBE-2.0  
EVIDENCE OF GOOD FAITH EFFORTS**

This completed form should be included as part of the Bids documents related to City of South Bend Public Works Projects requiring Good Faith Efforts to obtain MWBE participation.

Project Number: 119-031E Date: 12/09/2025  
 Project Name: Drewry's Brewery Cleanup, Phase III  
 Bidder: Ritschard Bros., Inc.  
 Contact Person: Donald Ritschard, Jr. Telephone: 574-288-4777  
 Address: 1204 W. Sample Street  
 City: South Bend State: IN Zip: 46619  
 Email: rit1204@datacruz.com

To determine whether a bidder has demonstrated good faith efforts to reach the WBE utilization goals set forth in the City of South Bend Public Works Project Specifications, the City and its agencies, boards, or commissions, **REQUIRE ALL** of the following Good Faith Efforts as listed in the table below\*:

<b>EVIDENCE OF GOOD FAITH EFFORTS</b>	
<b>WBE LIST(S):</b> The bidder reviewed 1) the City of South Bend's Minority and Women Business Enterprise Inclusion Program Plan; 2) the list of certified MWBEs provided by the City; and 3) the Indiana Department of Administration list of Minority and Women Owned Businesses (both certified and non-certified) found at: <a href="http://www.in.gov/idoa/">http://www.in.gov/idoa/</a> .	
<b>GOOD FAITH EFFORTS TO OBTAIN WBE PARTICIPATION</b>	
The bidder shall initial each item below, as evidence of its good faith efforts to obtain WBE participation in the awarded contract.	
<i>DJR</i>	I <b>affirm</b> that I reviewed the City of South Bend's Minority and Women Business Enterprise Inclusion Program Plan and the Indiana Department of Administration's certified list of Indiana Minority and Women Business Enterprises, found on their website ( <a href="http://www.in.gov/idoa/">http://www.in.gov/idoa/</a> ).
<i>DJR</i>	I <b>affirm</b> that I have made good faith efforts to select portions of the contract work to be performed by WBEs, including, where appropriate, breaking out contract work items into economically feasible units to facilitate WBE participation.
<i>DJR</i>	I <b>affirm</b> that I have made good faith efforts to solicit through all reasonable and available means the interest of all WBEs in the scopes of work of the contract.
<i>DJR</i>	I <b>affirm</b> that I attended all pre-bid meetings scheduled by the City of South Bend to inform WBEs of contracting and subcontracting opportunities.
<i>DJR</i>	I <b>affirm</b> that I advertised in general circulation and/or trade association publications concerning subcontract opportunities and allowed WBEs reasonable time to respond to such advertisements.
<i>DJR</i>	I <b>affirm</b> that I performed any and all necessary steps to provide written notices in a manner reasonably calculated to inform WBEs of subcontracting opportunities and allowed sufficient time for WBEs to participate effectively.
<i>DJR</i>	I <b>affirm</b> that I followed up on initial solicitations with interested WBEs.
<i>DJR</i>	I <b>affirm</b> that I negotiated with interested WBEs in good faith, including providing such WBEs with adequate information about the plans, specifications and other requirements of the subcontract.
<i>DJR</i>	I <b>affirm</b> that I have made good faith efforts to assist interested WBEs in obtaining bonding, lines of credit, or insurance as required by the City or the bidder, where appropriate.

**CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN**



**FORM WBE-2.0  
EVIDENCE OF GOOD FAITH EFFORTS**

<div style="text-align: center; margin-top: 20px;"> </div>	<p>I <b>affirm</b> that I have made good faith efforts to assist interested WBEs in obtaining necessary equipment, supplies, materials, or related assistances or services, where appropriate.</p>
<div style="text-align: center; margin-top: 20px;"> </div>	<p>I <b>affirm</b> that I did not reject any WBEs as unqualified without sound business reasons based on a thorough investigation of their capabilities.</p>
<div style="text-align: center; margin-top: 20px;"> </div>	<p><b>CONTRACT RECORDS:</b> The bidder has maintained the following records for each WBE that has bid on the subcontracting opportunity:</p> <ol style="list-style-type: none"> <li>1. Name, address, and telephone number;</li> <li>2. A description of information provided by the bidder or subcontractor; and</li> <li>3. A statement of whether an agreement was reached, and if not, why not, including any reasons for concluding that the MWBE was unqualified to perform the job.</li> </ol>

**\*Proper demonstration of Good Faith Efforts requires your initials next to all of the above boxes. Any omissions shall be considered grounds for rejection of the bid by the Board of Public Works. The City of South Bend reserves the right to request additional information.**

**CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN**



**FORM MBE-2.1  
MBE CONTACTED**

This completed form should be supplied with Bids that pertain to City of South Bend Public Works Projects requiring Good Faith Efforts to contact MBEs. It is the bidder's sole responsibility to verify whether any listed minority-owned business meets the MBE qualifications. Attach additional pages if necessary.

PAGE 1 OF 1

Project Number: 119-031E MBE Participation Goal 1.3%

Project Name: Drewry's Brewery Cleanup, Phase III

Bidder: Ritschard Bros., Inc.

By: \_\_\_\_\_ Vice President 12/09/2025  
(Signature) (Title) (Date)

MBE Firm 1st Class Logistics LLC

Owner or Contact at MBE Firm Bernard Coutee

Telephone: 574-993-0071 Fax: \_\_\_\_\_ Email: 1stclasslogistics2013@gmail.com

TYPE OF WORK SOLICITED FOR THIS PROJECT: Trucking

**RESULTS OF CONTACT WITH THE MBE FIRM:**

Bernard provided a quote and we have included him in this project.

MBE Firm \_\_\_\_\_

Owner or Contact at MBE Firm \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

TYPE OF WORK SOLICITED FOR THIS PROJECT: \_\_\_\_\_

**RESULTS OF CONTACT WITH THE MBE FIRM:**

**CITY OF SOUTH BEND  
MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN**



**FORM MBE-2.1  
WBE CONTACTED**

This completed form should be supplied with Bids that pertain to City of South Bend Public Works Projects requiring Good Faith Efforts to contact WBEs. It is the bidder's sole responsibility to verify whether any listed woman-owned business meets the WBE qualifications. Attach additional pages if necessary.

PAGE 1 OF 1

Project Number: 119-031E WBE Participation Goal 4.7%

Project Name: Drewry's Brewery Cleanup, Phase III

Bidder: Ritschard Bros., Inc.

By: \_\_\_\_\_ Vice President 12/09/2025  
(Signature) (Title) (Date)

WBE Firm Ritschard Bros., Inc.

Owner or Contact at WBE Firm Rachelle L. Dolniak

Telephone: 574-288-4777 Fax: 574-288-5438 Email: rit1204@datacruz.com

TYPE OF WORK SOLICITED FOR THIS PROJECT: Foundation Removal and Grading

**RESULTS OF CONTACT WITH THE WBE FIRM:**

We will be doing the foundation removal and grading for this project.

WBE Firm \_\_\_\_\_

Owner or Contact at WBE Firm \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

TYPE OF WORK SOLICITED FOR THIS PROJECT: \_\_\_\_\_

**RESULTS OF CONTACT WITH THE WBE FIRM:**



**RITSCHARD  
BROS., INC.**  
EXCAVATING AND DEMOLITION

December 9, 2025

Section I Experience Questionnaire

1. Completed Projects:

<b>Contract Amount</b>	<b>Class of Work</b>	<b>Completion Date</b>	<b>Project Name and Owner</b>
\$ 110,345.00	Trailer Demolitions	04/2024	SB Intl Airport
\$ 92,175.00	Church Demolition	08/2024	Town of New Carlisle
\$ 337,494.00	2023 Res. Demolitions	09/2024	City of South Bend
\$ 509,320.00	Demolition	11/2024	B-41846-A Sunnyside INDOT

2. Public Works Projects in Process:

<b>Contract Amount</b>	<b>Class of Work</b>	<b>Project Name and Owner</b>
\$ 823,780.00	Earthwork/Utilities	AHEPA 100-II South Bend The Douglas Company
\$ 666,185.00	Earthwork/Utilities	Fillmore Road Water Tower Landmark Structures

3. None

4. References:

Gibson-Lewis, LLC / Justin Micola

The Robert Henry Corporation / Brian Henry

Weigand Construction, Inc. / Brian Blight

Ziolkowski Construction, Inc. / Adam Bradley





**RITSCHARD  
BROS., INC.**  
EXCAVATING AND DEMOLITION

December 9, 2025

Drewry's Brewery Cleanup, Phase III  
Project No. 119-031E

Section II Plan and Equipment Questionnaire

1. Break up and remove concrete, backfill to create 3:1 slopes,  
topsoil and temporary seed the site.
2. Fuerbringer Landscape and Design, Inc.    Hydro-Seeding  
1<sup>st</sup> Class Logistics LLC                      Trucking  
Milestone Fence                                Fencing
3. Fuerbringer Landscape and Design, Inc.    Hydro-Seeding  
1<sup>st</sup> Class Logistics LLC                      Trucking
4. See Enclosed Schedule of Owned Equipment.
5. Yes.



**RITSCHARD  
BROS., INC.**  
EXCAVATING AND DEMOLITION

**FORM 96 (Revised 2005)**

**SECTION II Plan and Equipment Questionnaire**

**ITEM 3 – LIST OF OWNED EQUIPMENT**

- 3 – Vibratory Compactors
- 3 – 650J John Deere Bulldozers
- 2 – 750C John Deere Bulldozers
- 1 – 450G John Deere Bulldozer Long Track
- 1 – 450H John Deere Long Track Dozer
- 1 – 416C Caterpillar Loader/Backhoe Combinations
- 1 – 420D Caterpillar Loader/Backhoe Combination
- 2 – TS14 Terex Earthmovers
- 1 – 120G Caterpillar Grader
- 1 – 30B Bucyrus Erie Crawler Crane – 1 yd
- 1 – L60 Volvo Loader - 2  $\frac{3}{4}$  yd
- 1 – L70 Volvo Loader - 3 yd
- 2 – L90 Volvo Loaders - 3  $\frac{1}{4}$  yd
- 1 – L120 Volvo Loader - 4  $\frac{1}{2}$  yd
- 1 – Gehl Skid Steer Track Loader
- 2 – Takeuchi TL8 Skid Steer Track Loaders
- 1 – EW210D Volvo Wheeled Excavator
- 1 – Gehl GE383Z Mini Excavator
- 1 – Takeuchi TB180FR Excavator
- 1 – Takeuchi TB260CR Excavator
- 1 – Takeuchi TB290CR Excavator
- 1 – ZX160LC-5 Hitachi Excavator
- 1 – ZX350LC-5 Hitachi Excavator
- 1 – EC200E Volvo Excavator
- 1 – EC210BLC Volvo Excavator
- 1 – EC240CLC Volvo Excavator
- 2 – Tri Axle Dump Trucks

**CITY OF SOUTH BEND, INDIANA**  
**CONTRACTOR'S BID FOR PUBLIC WORK**  
**RESPONSIBLE BIDDER CHECKLIST**

Project Name Drewry's Brewery Cleanup, Phase III  
Project No. 119-031E  
For Bids Due Tuesday, December 9, 2025 @ 9:00 A.M. (E.S.T.)  
Contractor Name: Ritschard Bros., Inc.

The City seeks to enhance its ability to identify responsive and responsible bidders on all City public works projects by institution of comprehensive submission requirements in compliance with State law. Quality workmanship, efficient operation, safety, and timely completion of projects requires that all bidders meet certain minimum requirements to be responsive and responsible bidders.

**THIS FORM MUST BE SUBMITTED WITH YOUR BID.**

**\*\*THIS FORM ONLY APPLIES TO BIDS GREATER THAN \$250,000. \*\***

**INSTRUCTIONS:**

**If you are a pre-qualified bidder, complete Section I only.**

**If you are not a pre-qualified bidder, complete Section II only.**

Section II acts as an application for pre-qualification. Submission of Section II will allow the bidder to be considered for pre-qualification for bids with the City of South Bend Department of Public Works. Pre-qualified bidders will then be exempt from a portion of the submission requirements outlined in Section 6-71 of The Responsible Bidding **Ordinance No. 10975-23** (hereinafter, "Responsible Bidding Ordinance") for a period of twelve (12) months.

Thereafter, contractors who are pre-qualified must submit a complete application for continuation of "pre-qualified" standing, on a form provided by the City ("Responsible Bidder Checklist (1) Pre-Qualified Bidders") within twelve (12) months of obtaining pre-qualified standing. If the status of any item changes within the twelve (12) months, it is the responsibility of the contractor to notify the City. Failure by any pre-qualified contractor to submit its complete application for continuation of "pre-qualified" standing within the time prescribed above shall result in automatic removal of the designation, effective immediately following the twelve (12) months of pre-qualified standing.

However, the "removed" contractor or subcontractor shall still be permitted to bid on City public works projects, though the contractor must submit all required documents under 6-71 until "pre-qualified" status is re-established.

**Please Note: The City reserves the right to request supplemental information from the bidder, additional verification of any information provided by the bidder, and may also conduct random inquiries of the bidder's current and previous customers regardless of pre-qualified standing.**

It is the sole responsibility of the potential bidder to comply with all submission requirements applicable to the bidder in Section 6-71 of the Responsible Bidding Ordinance no later than the date of the public bid opening.

**POST BID SUBMISSIONS:**

Post-bid submissions must be submitted in accordance with Section 6-72 of the Responsible Bidding Ordinance. The post-bid submission requirements are as follows:

1. All bidders shall collect, maintain, and provide upon request, a current written list that discloses the name, address, licensing status, and type of work for any subcontractor from whom the bidder has accepted a bid and/or intends to hire on any part of the public work project, including individuals performing work as independent contractors.
2. Each subcontractor, whose portion of the project is estimated to be at least two-hundred fifty thousand dollars (\$250,000.00), shall be required to adhere to the requirements of Section I of the Responsible Bidder Ordinance as though it were bidding directly to the City, except that the subcontractor shall submit the required information (including the name, address, and type of work) to the successful bidder prior to the commencement of work.
3. Failure of a subcontractor to submit the required information shall not disqualify the successful bidder from performing work on the project and shall not constitute a contractual default and/or breach by the successful bidder. However, the City may withhold all payment otherwise due for work performed by a subcontractor, until the subcontractor submits the required information and the City approves such information.
4. The disclosure of a subcontractor list ("Disclosed Subcontractor(s)") to the City by a bidder shall not create any rights in the Disclosed Subcontractor(s). Thus, a bidder may substitute another subcontractor for a Disclosed Subcontractor by giving the City, upon request, written notice of the name, address, licensing status, and type of work of the substitute subcontractor.
5. The successful bidder for projects greater than \$250,000 and all subcontractors performing work greater than \$250,000 on a public works project are required to submit certified payroll utilizing the federal form known as WH-347 or a similar form on a bi-weekly basis, submitted within 10 days after the end of each bi-weekly payroll period. Certified payrolls shall identify the job title and craft for each employee. **Certified payrolls shall be submitted electronically.**

**Please Note: Submissions deemed inadequate, incomplete, or untimely by the City may result in the automatic disqualification of the bid.**

The City, after review of complete and timely submissions, shall, in its sole discretion, after taking into account all information in the submission requirements, determine whether a bidder is responsive and responsible, and provide a Pre-Qualification Verification Letter. The City specifically reserves the right to utilize all information provided in the contractor's submission and any information obtained by the City through its own independent verification of the information provided by the contractor.

## I. PRE-QUALIFIED BIDDER CHECKLIST

### (a) Acknowledgements:

- (i)   X   By checking this box, I hereby acknowledge that I am a pre-qualified bidder with the City of South Bend and that I have met the pre-qualification requirements within the last twelve (12) months. **A copy of my Pre-Qualification verification letter is attached.**
- (ii)   X   By checking this box, I hereby acknowledge that the City reserves the right to request supplemental information, additional verification of any information provided by me, and may also conduct random inquiries of my current and prior customers.
- (iii)   X   By checking this box, I hereby acknowledge that apprenticeship and training programs that I participate in have graduated at least five (5) apprentices in each of the past five (5) years.
- (iv)   X   By checking this box, I hereby acknowledge that all subcontractors performing work greater than \$250,000 also meet the qualifications of the Responsible Bidder Ordinance.

### (b) Attachments:

- (i)   X   Indiana Secretary of State's on-line records (ie. Business verification) dated within sixty (60) days of the submission of said document showing that business is in existence, current with the Indiana Secretary of State's Business Entity Report, and eligible for a certificate of good standing. (Not applicable to individuals, sole proprietors or partnerships).
- (ii)   X   Statement on staffing capabilities, including labor sources. This statement indicates and ensures I have sufficient employees on staff to complete the work. It outlines how I intend to meet the staffing needs of the work.
- (iii)   X   List of projects of similar size and scope of work performed in all areas, including the State of Indiana, within the last three (3) years.
- (iv)   X   For every project, submit evidence of participation in apprenticeship and training programs, applicable to the work to be performed on the project, which are approved by and registered with the United States Department of Labor's Office of Apprenticeship, or its successor organization. This includes, but may not be limited to, letters from apprenticeship coordinators detailing the bidder's association with the program, and the United States Department of Labor Office of Apprenticeship Certificates of Registration of Apprenticeship Programs for each type of work to be performed on the project.

## II. PRE-QUALIFICATION CHECKLIST (FOR BIDDERS THAT ARE NOT PRE-QUALIFIED)

### (a) Acknowledgements:

- (i) ☐ By checking this box, I hereby acknowledge that I am not a pre-qualified bidder with the City of South Bend.
- (ii) ☐ By checking this box, I hereby acknowledge that the City reserves the right to request supplemental information, additional verification of any information provided, and may also conduct random inquiries of my current and prior customers. The City reserved the right to utilize all information provided in this submission and all information obtained in inquiries or requests to determine if a bidder is responsive and responsible. Additionally, I acknowledge that all information provided to the City shall be regarded as public records.
- (iii) ☐ By checking this box, I hereby acknowledge that copies of all Applicable apprenticeship certificates or standards for training programs applicable to the work performed on the project may be requested at any time and shall be furnished upon request.
- (iv) ☐ By checking this box, I hereby acknowledge and ensure that I and all sub-contractors, from whom I have accepted a bid and/or intend to hire to perform work on the public work project, are properly licensed. Furthermore, I acknowledge my understanding that it is my responsibility to ensure that all sub-contractors have the necessary licenses to undertake the work called for in this bid. If a sub-contractor loses their license at any point, it is the responsibility of that sub-contractor to notify the City.
- (v) ☐ By checking this box, I hereby acknowledge that apprenticeship and training programs that I participate in have graduated at least five (5) apprentices in each of the past five (5) years.
- (vi) ☐ By checking this box, I hereby acknowledge that all subcontractors performing work greater than \$250,000 also meet the qualifications of the Responsible Bidder Ordinance.

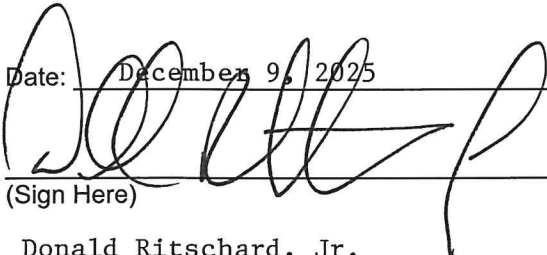
### (b) Attachments:

- (i) ☐ Indiana Secretary of State's on-line records (ie. Business verification) dated within sixty (60) days of the submission of said document showing that business is in existence, current with the Indiana Secretary of State's Business Entity Report, and eligible for a certificate of good standing. (Not applicable to individuals, sole proprietors or partnerships).
- (ii) ☐ List identifying all former business names.
- (iii) ☐ Any determinations by a court or governmental agency any violations of federal state, or local laws including, but not limited to, violations of contracting or antitrust laws, tax or licensing laws, environmental laws, Occupational Safety and Health Act (OSHA), or federal Davis-Bacon and related Acts, within the preceding five (5) years.
- (iv) ☐ Statement about staffing capabilities, including labor sources. This statement indicates and ensures I have sufficient employees on staff to complete the work I am bidding on OR outlines how I intend to meet the staffing needs of the work.
- (v) ☐ Statement that individuals who will perform work on the public work project on my behalf will be properly classified as an employee or as an independent contractor under all applicable state and federal laws and local ordinances.
- (v) ☐ For every project, submit evidence of participation in apprenticeship and training programs, applicable to the work to be performed on the project, which are approved by and registered with the United States Department of Labor's Office of Apprenticeship, or its successor organization. This includes, but may not be limited to, letters from apprenticeship coordinators detailing the bidder's association with

the program, and the United States Department of Labor Office of Apprenticeship Certificates of Registration of Apprenticeship Programs for each type of work to be performed on the project.

- (vi) \_\_\_\_\_ Copy of a written plan for employee drug testing that covers all of my employees who will perform work on the public work project and meets or exceeds the requirements set forth in IC 4-13-18-5 or IC 4-13-18-6.
- (vii) \_\_\_\_\_ Evidence that I am utilizing a surety company which is on the Bureau of Fiscal Service "Department of Treasury's Listing of Approved Sureties" as required in the bid specifications or contract.
- (viii) \_\_\_\_\_ Written statement of any federal, state or local tax liens or tax delinquencies owed to any federal, state or local taxing body in the preceding three years.
- (ix) \_\_\_\_\_ List of projects of similar size and scope of work performed in all areas, including the State of Indiana, within three (3) years prior to the date on which the bid is due.

Date: December 9, 2025

  
(Sign Here)

Donald Ritschard, Jr.  
(Print Name Here)

Ritschard Bros., Inc.  
(Name of Company)

1204 W. Sample Street  
(Address of Company)

South Bend, IN  
(City)

Indiana  
(State)

574-288-4777  
(Telephone Number)





CITY OF SOUTH BEND JAMES MUELLER, MAYOR  
**DEPARTMENT OF PUBLIC WORKS**  
ERIC HORVATH, DIRECTOR

August 15, 2025

Don Ritschard  
Ritschard Brothers, Inc  
[rit1204@datacruz.com](mailto:rit1204@datacruz.com)

RE: Pre-Qualification Verification

Dear Mr. Ritschard:

This letter serves as verification of Pre-Qualification status of your company for bidding with the City of South Bend. This Pre-Qualification status is effective for twelve (12) months from the date of this letter. Thereafter you are required to re-submit a complete application for continuation of pre-qualification status within twelve (12) months from the date of this letter.

A copy of this Verification Letter must be included with every bid exceeding \$250,000 submitted to the City of South Bend Board of Public Works, along with your Pre-Qualified Bidder Checklist and attachments.

If you have any further questions regarding this matter, please call this office at (574) 235-9251.

Sincerely,

Tara Bussell, Permit Manager



**BUSINESS INFORMATION**  
DIEGO MORALES  
INDIANA SECRETARY OF STATE  
12/08/2025 03:38 PM

#### Business Details

Business Name: **RITSCHARD BROS., INC.** Business ID: **194333-060**  
Entity Type: **Domestic For-Profit Corporation** Business Status: **Active**  
Creation Date: **12/06/1961** Inactive Date:  
Principal Office Address: **1204 W SAMPLE ST, SOUTH BEND, IN,  
46619, USA** Expiration Date: **Perpetual**  
Jurisdiction of Formation: **Indiana** Business Entity Report Due  
Date: **12/31/2027**  
Years Due:

#### Governing Person Information

Title	Name	Address
President	RACHELLE DOLNIAK	2004 POPPY CT, MISHAWAKA, IN, 46544, USA
Secretary	DONALD RITSCHARD JR	23593 NORTH SHORE DRIVE, EDWARDSBURG, MI, 49112, USA

#### Registered Agent Information

Type: **Individual**  
Name: **RACHELLE L DOLNIAK**  
Address: **2004 POPPY CT, MISHAWAKA, IN, 46544, USA**



**RITSCHARD  
BROS., INC.**  
EXCAVATING AND DEMOLITION

December 9, 2025

City of South Bend, Indiana  
Board of Public Works  
1316 County-City Building  
227 W. Jefferson Blvd.  
South Bend, IN 46601

RE: Staffing Capabilities and  
Properly Classified Workers

To Whom It May Concern:

We have sufficient staffing capabilities through our union participation with:

Operating Engineers Local 150  
Laborers Union #645  
Teamsters Union #364

They will provide us with the labor needed.

All individuals that perform work on the public works project will be classified either as an employee or an independent contractor.

Sincerely,

RITSCHARD BROS., INC.

Rachelle L. Dolniak

LIST OF PROJECTS SIMILAR IN SIZE AND SCOPE OF WORK:

Page 1 of 3

Wilson Shirt Factory Smoke Stack Demolition  
InServ, Inc.  
\$52,006.00  
Completed 1/2023

Green Koi Cassopolis Demolition  
Mosaic Construction, LLC  
\$37,234.00  
Completed 1/2023

Demolition of Building at 1704 Franklin Street  
Richards Building Supply  
\$66,603.00  
Completed 2/2023

Martin Luther King Jr. Center Demolition  
City of South Bend, Dept. of Public Works  
\$310,712.00  
Completed 5/2023

Marlin Village Structure Demolition  
ATS Property Management LLC  
\$54,470.00  
Completed 3/2023

Demolition of 801 E. Marion Street  
City of Mishawaka Redevelopment  
\$14,781.00  
Completed 4/2023

Demolition of 417 W. Michigan Street  
Town of New Carlisle  
\$23,910.00  
Completed 7/2023

International Bakers Services Building Demolition  
International Bakers  
\$120,083.00  
Completed 10/2023

Demolition of 613 N. Scott Street  
Near Northwest Neighborhood  
\$19,460.00  
Completed 10/2023

LIST OF PROJECTS SIMILAR IN SIZE AND SCOPE OF WORK, CONTINUED:

Page 2 of 3

Demolition of 56150 Larrison Blvd.  
Board of Commissioners of St. Joseph County, IN  
\$50,580.00  
Completed 10/2023

Demolition of 14380 and 14402 Douglas Road  
Board of Commissioners of St. Joseph County, IN  
\$83,780.00  
Completed 10/2023

Demolition of 18091 Eugene Street  
Little Flower Catholic Church  
\$19,195.00  
Completed 5/2024

Olive Chapel Church Demolition  
The LaPorte Assembly of God Inc.  
\$20,892.00  
Completed 7/2024

Demolition of Former Church  
Town of New Carlisle, IN  
\$92,175.00  
Completed 7/2024

2023 Residential Demolitions, Project No. 123-068  
City of South Bend  
\$337,494.00  
Completed 9/2024

B-41846-A Sunnyside, Elkhart, IN  
INDOT  
\$509,320.00  
Completed 11/2024

Newton Park Garage/Restroom Demolition  
Newton Park  
\$70,000.00  
Completed 3/2025

Demolition of 1008 Lincolnway East  
O.J. Shoemaker  
\$60,120.00  
Completed 3/2025

LIST OF PROJECTS SIMILAR IN SIZE AND SCOPE OF WORK, CONTINUED:

Page 3 of 3

South Bend Estates Trailer Park  
South Bend International Airport  
\$110,345.00  
Completed 3/2025

Demolition of 1701 Anderson Avenue  
City of South Bend  
\$33,620.00  
Completed 5/2025

GTA Container Demolition  
Majority Builders, Inc.  
\$215,973.00  
Completed 7/2025

Demolition of 340 and 342 Marvel Lane, New Carlisle  
St. Joseph County Redevelopment Commission  
\$64,629.00  
Completed 7/2025

# INTERNATIONAL UNION OF OPERATING ENGINEERS

LOCAL UNION NO. 150, 150B, 150A, 150C, 150RA, 150D, 150G, 150M

AFFILIATED WITH THE A.F.L.-C.I.O. AND BUILDING TRADES DEPARTMENT

JAMES M. SWEENEY  
PRESIDENT-BUSINESS MANAGER



(708) 482-8800 • FAX (708) 482-7186  
6200 JOLIET ROAD  
COUNTRYSIDE, IL 60525-3992


Date: 4-13-2021

To whom it may concern:

Countless individuals, businesses, and communities – in the private and public sector, alike – recognize the added value of doing business with contractors who support Workforce Development through their participation in United States Department of Labor (USDOL) approved apprenticeship programs. USDOL-approved apprenticeship programs ensure that the young people of Indiana have the opportunity to develop a portable skill set that remains with them throughout their careers in the construction industry. The training provided by these programs addresses the evolving concerns of communities, businesses and industry for the development of a quality skilled craft workforce that meets their needs, whether the projects are public or private in nature.

To that end, please be advised that Ritschard Bros., Inc is signatory to a collective bargaining agreement (CBA) with the International Union of Operating Engineers Local 150. This CBA requires the above-referenced employer to participate in Local 150's USDOL-approved Apprenticeship and Skill Improvement Program. It is understood and agreed that the Employer shall be bound by the terms and provisions of the Agreement and Declaration of Trust of the Apprenticeship Fund, and all amendments heretofore or hereafter made thereto, as though the same were fully incorporated herein. The Employer further agrees to be bound by the terms of the Apprenticeship Standards established by Joint Apprenticeship Training Committee of the Northern Illinois and Northern Indiana Apprenticeship and Skill Improvement Program, as approved by the United States Department of Labor, Bureau of Apprenticeship Training.

Sincerely,  
James Gardner  
Business Agent\ Organizer  
Operating Engineers  
Local 150, AFL-CIO  
District 6  
1001 N. Michigan Street  
Lakeville, Indiana 46536  
574/784-3694 office  
574/784-8035 fax  
574/215-8901 cell  
[jgardner@local150.org](mailto:jgardner@local150.org)

  
James Gardner

# United States Department of Labor

## Bureau of Apprenticeship and Training

LOCAL 150 OPERATING ENGINEERS, NORTHERN ILLINOIS AND NORTHERN INDIANA  
APPRENTICESHIP AND SKILL IMPROVEMENT PROGRAM

### *Certificate of Registration*

for the trade classification of OPERATING ENGINEER

*Issued in recognition of the above apprenticeship system, registered as part of the  
National Apprenticeship Program, in accordance with the standards recommended by the*

### Federal Committee on Apprenticeship

March 27, 1968

Revised: September 20, 1971

(Form CMA-2a Only)

*James P. Shultz*

SECRETARY OF LABOR

*Osmond R. Wagon*

ASSISTANT SECRETARY FOR MANPOWER



V-ILL-91366-1 (formerly V-ILL-90756-1)  
REGISTRY NO.

*M. J. McNeill*

MANPOWER

*Joseph C. Murphy*  
BUREAU ADMINISTRATOR  
BUREAU OF APPRENTICESHIP AND TRAINING

# INDIANA LABORERS' TRAINING TRUST FUND

**David A. Frye**  
**Secretary-Treasurer**  
Jerry J. Bolk  
Chris L. Guerrero  
Ricky Henson, Jr.  
Ramon Mendoza, Jr.  
Danny L. Stults



**John P. Brown**  
**Chairman**  
Kelly Abel  
Michael Ferrara  
Stan Meyer  
Nick Timmerman  
Jim Wiseman

**P.O. Box 758 - Bedford, Indiana 47421**  
**(812) 279-9751**

*Sean Coakley, Director*

**FAX: (812) 279-5545**  
**Toll Free (800) 742-4086**

April 9, 2021


To Whom It May Concern:

This letter is to confirm that "Ritschard Bros., Inc." is a signatory contractor in good standing with the Indiana Laborers' Training Trust Fund.

The abovementioned company is a participant in the Joint Apprenticeship and Training Committee through this Union and has been an active participant in good standing for each of the past five plus consecutive years and is currently eligible to use our apprentices on a project.

Further, our organization's program is approved by the U.S. Veterans Administration to participate in the GI educational benefits program. A copy of our approval letters are attached along with the collective bargaining agreement stating the ratios of Journey workers to Apprentices; which is one (1) Apprentice for every four (4) Journey workers and thereafter may not employ more than (1) Apprentice for every (3) Journey workers.

Sincerely,

  
Sean Coakley,  
Director

SC:jt



# Great Britain States Department of Labor



## Bureau of Apprenticeship and Training Certificate of Registration

INDIANA LABORER'S TRAINING TRUST FUND

BEDFORD, INDIANA

for the trade classification of CONSTRUCTION CRAFT LABORER

*Registered as part of the National Apprenticeship Program  
in accordance with the basic standards of apprenticeship  
established by the Secretary of Labor*

December 14, 1995

*Date*

IN040-0528

*Registration No.*

*Robert B. Hill*

*Secretary of Labor*

*Anthony Szwed*  
*Director, Bureau of Apprenticeship and Training*

**STATE OF INDIANA**  
DEPARTMENT OF VETERANS AFFAIRS  
STATE APPROVING AGENCY  
402 WEST WASHINGTON STREET ROOM W-469  
INDIANAPOLIS, INDIANA 46204-2738



Eric Holcomb, Governor  
James M. Brown, Director

January 9, 2019

Jeremy Brewer  
Apprenticeship Coordinator  
Indiana Laborers Training Trust Fund-Apprenticeship  
439 Patton Hill Rd.  
Bedford, IN 47421

Dear Jeremy Brewer,

This will acknowledge receipt of your revised Work Processes for the **Construction Craft Laborer** program offered at Hoosier Energy, located in Bedford, Indiana. The State Approving Agency has reviewed the document as listed below:

<u>TRAINING PROGRAM</u>	<u>LENGTH</u>	<u>DOT CODE</u>
Construction Craft Laborer	4,000-7800 hours	47-2061.00

**FACILITY CODE: 30004114**

To the best of my knowledge Indiana Laborers Training Trust Fund-Apprenticeship does not utilize erroneous or misleading advertisement, either by actual statement, omission, or intimation. It is understood by Indiana Laborers Training Trust Fund-Apprenticeship that they will maintain a complete record of all advertising utilized by or on behalf of the company in regards to their training programs during the preceding 12 months. The company's advertising will be available for review by any and all future supervisory visits by the SAA, or the U.S. Department of Veteran Affairs.

This approval is made pursuant to and under the provisions of Title 38, U. S. Code 3687, with an effective date of **January 8, 2019**.

If you have any questions, please contact me at 317-232-3916.

Sincerely,

Taniqua Griffin  
Program Director  
State Approving Agency  
Cc:VARO/ELR

**APPROVED**  
JAN - 9 2019  
INDIANA STATE APPROVING AGENCY

**STATE OF INDIANA**  
**DEPARTMENT OF VETERANS AFFAIRS**  
**STATE APPROVING AGENCY**  
402 WEST WASHINGTON STREET ROOM W-469  
INDIANAPOLIS, INDIANA 46204-2738



Eric Holcomb, Governor  
James M. Brown, Director

Jeremy Brewer  
Apprenticeship Coordinator  
Indiana Laborers Training Trust Fund-Apprenticeship  
439 Patton Hill Rd.  
Bedford, IN 47421

January 9, 2019

Dear Jeremy Brewer,

The Indiana State Approving Agency conducted a supervisory visit on 01/8/2019 at Indiana Laborers Training Trust Fund-Apprenticeship. The purpose of the visit was to provide training to the Certifying Officials and review enrollment certifications, record retention and reporting procedures.

The organization demonstrated proper record maintenance and record maintenance and reporting procedures. During the visit, we discussed the importance of reporting hours on a monthly basis, good record keeping techniques, and how to report a leave of absence or completion via VA Form 22-1999b. We also updated the Certifying Officials via VA Form 22-8794, work processes, and wage scale.

If you need any assistance or have any questions regarding this technical visit please contact me directly at [tgriffin@dva.in.gov](mailto:tgriffin@dva.in.gov) or (317) 232-3916. Thank you for the courtesy extended during my visit. The education and training opportunities that your organization continues to provide veterans and their dependents are appreciated.

Sincerely,

Taniqua Griffin  
Program Director

APPROVED  
JAN - 9 2019  
INDIANA STATE APPROVING AGENCY

# STATE OF INDIANA

## DEPARTMENT OF VETERANS AFFAIRS STATE APPROVING AGENCY

402 WEST WASHINGTON STREET ROOM W469  
INDIANAPOLIS, INDIANA 46204-2738



Eric Holcomb, Governor  
James M. Brown, Director

Jeremy Brewer  
Apprenticeship Coordinator  
Indiana Laborers Training Trust Fund-Apprenticeship  
439 Patton Hill Rd.  
Bedford, IN 47421

January 9, 2019

Dear Jeremy Brewer,

This will acknowledge receipt of your updated **Wage Scale** for the **Construction Craft Laborer** program offered by Indiana Laborers Training Trust Fund-Apprenticeship. The State Approving Agency has reviewed the document as listed below:

### **Wage Scale: Construction Craft Laborer**

**FACILITY CODE: 30004114**

To the best of my knowledge Indiana Laborers Training Trust Fund-Apprenticeship does not utilize erroneous or misleading advertisement, either by actual statement, omission, or intimation. It is understood by Indiana Laborers Training Trust Fund-Apprenticeship that they will maintain a complete record of all advertising utilized by or on behalf of the Indiana Laborers Training Trust Fund-Apprenticeship in regards to their training programs during the preceding 12 months. Indiana Laborers Training Trust Fund-Apprenticeship's advertising will be available for review by any and all future supervisory visits by the SAA, or the U.S. Department of Veteran Affairs.

Please Review the entire packet for content and accuracy. Approval is granted pursuant to the provisions of Title 38, U.S. Code 3687, with an effective date of **April 1, 2018**.

If you have any questions, please feel free to give me a call at 317-232-3916 or email me at [tgriffin@dva.in.gov](mailto:tgriffin@dva.in.gov). Thank you for what you do for our Veterans, and have a great day!

Sincerely,

Taniqua Griffin  
Program Director  
State Approving Agency  
Cc: VARO/ELR

APPROVED  
JAN - 9 2019  
INDIANA STATE APPROVING AGENCY

## Apprentice Status Report By Indenture Date

Apprentices Indentured Between 1/1/2020 And 12/31/2020

Apprentice Program: IN2

Year	Apprentice Status	Apprentices	Percentage
2020	Active	537	78.85 %
	Active Duty	2	0.29 %
	Adv. to Journeyman	8	1.17 %
	APPLICANT	1	0.15 %
	Med. Susp.	3	0.44 %
	Not Registered	6	0.88 %
	Reinstate	27	3.96 %
	Suspended	4	0.59 %
	Terminated	80	11.75 %
	Voluntary withdraw	13	1.91 %
	<b>Total Indentured</b>	<b>681</b>	

## Apprentice Status Report By Indenture Date

Apprentices Indentured Between 1/1/2017 And 5/13/2020

Apprentice Program: IN2

Year	Apprentice Status	Apprentices	Percentage
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**2017**

Active	156	22.67 %
Active Duty	1	0.15 %
Adv. to Journeyman	47	6.83 %
Deceased	4	0.58 %
Graduated	45	6.54 %
Inactive	2	0.29 %
Journeyman	1	0.15 %
Med. Susp.	4	0.58 %
Reinstate	2	0.29 %
Suspended	5	0.73 %
Terminated	396	57.56 %
Voluntary withdraw	25	3.63 %
<b>Total Indentured</b>		<b>688</b>

**2018**

Active	283	32.38 %
Active Duty	3	0.34 %
Adv. to Journeyman	47	5.38 %
Deceased	3	0.34 %
Graduated	5	0.57 %
Inactive	10	1.14 %
Journeyman	2	0.23 %
Med. Susp.	4	0.46 %
Reinstate	15	1.72 %
Suspended	8	0.92 %
Terminated	462	52.86 %
Voluntary withdraw	32	3.66 %
<b>Total Indentured</b>		<b>874</b>

## Apprentice Status Report By Indenture Date

Apprentices Indentured Between 1/1/2017 And 5/13/2020

Apprentice Program: IN2

Year	Apprentice Status	Apprentices	Percentage
2019	Active	641	65.47 %
	Adv. to Journeyman	28	2.86 %
	Deceased	3	0.31 %
	Graduated	1	0.10 %
	Inactive	11	1.12 %
	Journeyman	13	1.33 %
	Med. Susp.	2	0.20 %
	Reinstate	29	2.96 %
	Suspended	4	0.41 %
	Terminated	201	20.53 %
	Voluntary withdraw	46	4.70 %
	<b>Total Indentured</b>	<b>979</b>	
2020	Active	75	91.46 %
	Med. Susp.	1	1.22 %
	Reinstate	5	6.10 %
	Terminated	1	1.22 %
	<b>Total Indentured</b>	<b>82</b>	